



100 NORTH MAIN STREET
O'FALLON, MISSOURI 63366
636.240.2000
FACSIMILE 636.978.4144
www.ofallon.mo.us

October 29, 2013

RE: Request for Qualifications: Waterford Crossing Drive and Highway K Intersection Improvements

Dear Consultant:

The **City of O'Fallon** is requesting the services of a consulting engineering firm to perform the described professional services for the project included on the attached list. If your firm would like to be considered for these consulting services, you may express your interest by responding to the appropriate office, which is indicated on the attachments. Limit your letter of interest to no more than 3 pages. This letter should include any information which might help us in the selection process, such as the persons or team you would assign to the project, the backgrounds of those individuals, and other projects your company has recently completed or are now active, previous federally-funded project experience, and CMAQ-specific experience.

It is required that your firm's Statement of Qualification (RSMo 8.285 through 8.291) be submitted with your firm's Letter of Interest, or be on file with the City of O'Fallon. The statement of qualification is not included in the total page count limit.

DBE firms must be listed in the MRCC DBE Directory located on MoDOT's website at www.modot.gov, in order to be counted as participation towards an established DBE Goal. We encourage DBE firms to submit letters of interest as prime consultants for any project they feel can be managed by their firm.

It is required that your firm be prequalified with MoDOT and listed in [MoDOT's Approved Consultant Prequalification List](#), or your firm will be considered non-responsive.

We request all letters be received by 2:00 p.m. local time on November 12, 2013. Submittals shall be clearly labeled **Waterford Drive and Highway N Intersection Improvements Project**.

Submit information to:

City of O'Fallon
Attn: Dan Buesse
100 North Main Street
O'Fallon, MO 63366

Sincerely,
City of O'Fallon

Dan Buesse, P.E., PTOE
Project Manager

Attachment

City of O'Fallon, Intersection of Sommers Road and Route N

Federal Aid No.:	CMAQ-7302(649)
Location:	Waterford Crossing Drive and Highway K
Proposed Improvement:	Intersection improvements including the addition of turn lanes, retaining wall, storm sewers and box culvert improvements, signal upgrades, and pedestrian improvements
Length:	0.15 miles
Approximate Construction Cost:	\$500,000
DBE Goal Determination	10%
Consultant Services Required:	<p>The engineering responsibilities may include but are not limited to the following:</p> <p>The preparation of Conceptual plans, Preliminary plans, Contract plans. Design services may include, right of way plans, surveying, geotechnical investigations, retaining wall design, box culvert design, public involvement, environmental and historic preservation services/permits, contract documents, assisting with the bidding process, construction support, utility coordination and traffic controls including the preparation of PS&E and final documents.</p> <ul style="list-style-type: none">• Conduct topographic and ROW surveys at the project intersections and prepare electronic deliverables• Prepare concept engineering plans (30%) that include horizontal alignment, vertical alignment, basic intersection geometrics, traffic engineer to look at signal geometrics and design, conceptual drainage design, conceptual traffic control plan, and cost estimate• Prepare ROW plans (70%) and associated legal documents for the City to obtain required easements and ROW needed for the project• Consultant may be needed to negotiate for right-of-way and easements on the project• Prepare draft final plans (95%) and contract documents for bidding. Submit draft final plans and contract documents. Provide final construction plans and contract documents for bidding• Provide exhibits, material, and staff and open house style public meeting• Facilitate utility coordination by sending plans to utility companies• Provide sets of plans and contract documents for bidding• Provide shop drawing review and clarification of plans during the construction phase services
Other Comments:	
Contact:	Dan Buesse, P.E., PTOE

	<i>100 North Main Street O'Fallon, MO 63366 636-379-5492 dbuesse@ofallon.mo.us</i>
Deadline:	<i>2:00 p.m., November 12, 2013</i>
Submit <ul style="list-style-type: none"> Letters of Interest should not exceed 3 pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. Three copies of the letter interest should be received at the address and by the time specified. 	

Pursuant to the Brooks Act for Consultant Selection – the following criteria will be the basis for selection.

Experience and Technical Competence -	30 Max Points
Capacity and Capability -	30 Max Points
Past Record of Performance -	30 Max Points